

Financial Advisory Services RFP

Questions & Answers

March 20, 2006

- Q.** The RFP mentions that the State reserves the right to modify requirements and that such modifications (or amendments) to the RFP will appear on the Treasurer's website, but there is no cut-off date regarding the appearance of such modifications or amendments. We assume that no modifications or amendments to the RFP will appear on the website subsequent to the date (March 20) when answers to questions will be posted on the website. We were wondering if you had considered a cut-off date for any modifications and amendments to appear on the website; otherwise, there is the risk to a proposer of submitting its proposal a day or two in advance of the deadline and still being subject to further modifications or amendments appearing subsequent to the submission of the proposal. We would appreciate some guidance on this matter. If our assumption that March 20 is the cut-off date for any modifications or amendments to the RFP is incorrect, please advise.
- A.** The Office of the State Treasurer does not anticipate any additional modifications or amendments to the RFP except those made as a result of this posting on March 20, 2006. While there is no expectation that additional changes will be made, this office does reserve the right to modify requirements as noted in Section 3.1.8, Revisions to the Solicitation, and in the Sealed Bid Instructions on page 2.
- Q.** Under what heading on the Treasurer's website will such modifications or amendments appear?
- A.** RFP modifications (or amendments), if any, will appear under the *Request for Proposals* section of the Treasurer's Web site. RFP modifications (or amendments) will be clearly identified and listed just below the original RFP link. Any revisions included in this Question and Answer document should also be considered a modification.
- Q.** Under what heading on the Treasurer's website will answers to submitted questions appear?
- A.** Answers to RFP questions will appear under the *Request for Proposals* section of the Treasurer's Web site. RFP answers are clearly marked and listed just below the original RFP link.
- Q.** In section 1.3 of the RFP, there is the address for the "sole point of contact," which does not include any reference to "VSERS." However, there is the following statement (in bold) in that same section: **Bidder's proposals, due by 2:00 PM for bid opening on March 27, 2006, are to be delivered to the VSERS office, marked to the attention of Ms. Donna Holden (see above).** What is the address for VSERS? Do we need to put VSERS on the envelope for the proposals, or may we simply use Donna Holden's address as "Contracts Administrator" for the State Treasurer's Office without reference to VSERS?
- A.** Please disregard reference to the VSERS, which was erroneously included. Your proposal should be addressed as instructed in sections *1.3 Single Point of Contact* and *4.1.1 Proposal Packaging and Required Copies*, and mailed to the Office of the Vermont State Treasurer.